

**Cancer Prevention and Nutrition Section (CPNS)
California Nutrition Network for Healthy, Active Families (Network)
October 1, 2006 - September 30, 2007**

Target Population/ Data Sources	Objectives/Strategies, Methods, Activities, Protocols	Evaluation Method/ Measures	Time/ Quarter	Assigned Staff	Federal Match Budget FFY 2007	Source/ Partners	Performance Measures/Key Deliverables/New Materials
Low-income individuals and families who may be qualified for the Food Stamp Program	I. BY SEPTEMBER 2007, FUND, SUPPORT, MONITOR, AND EVALUATE FOOD STAMP OUTREACH AND ACCESS IMPROVEMENT PROJECTS IN UP TO 24 TARGET COUNTIES FOR THE PURPOSE OF CONTRIBUTING TOWARDS ADDING AT LEAST 22,415 INDIVIDUALS AS PARTICIPANTS IN THE FOOD STAMP PROGRAM IN CALIFORNIA.						
	A. Begin contract with CAFB and agreements with subcontractors and partners in twenty-four counties to provide leadership, services, and activities to increase Food Stamp outreach, access improvement, and Food Stamp participation.	Contracts and subcontracts	Q1	Nishio, Acosta	\$1,190,783	USDA/FFP	Approved budgets, Scopes of Work, and subcontracts.
	B. Provide administrative, programmatic and fiscal oversight to CAFB and to subcontracting food banks and CBOs. Oversight costs include staff salaries, fringe, travel, supplies, communications and other state standard costs.	Review, approval, and monitoring of SOW and budgets, budget justifications, and supporting documents	Q1-Q4	Nishio, Acosta	\$251,295	USDA/FFP	Record of major oversight activities and and resolution of problems as required.

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CAFB's contract to increase participation in the Food Stamp Program	II. BY SEPTEMBER 2007, MEET AT LEAST QUARTERLY WITH CAFB TO REVIEW AND DISCUSS CAFB'S OVERALL FISCAL, PROGRAM MANAGEMENT, AND MONITORING AND EVALUATION ACTIVITIES, AND THE PRIORITY NEEDS OF SUBCONTRACTING FOOD BANKS AND CBOS TO SUCCESSFULLY IMPLEMENT THEIR SCOPES OF WORK.						
	A. Review and analyze CAFB's SOW, budget, and major activities with subcontracting food banks and CBOs.	Meeting agendas, items for corrective action, outcomes	Q1, Q2, Q3, Q4	Nishio, Acosta		USDA/FFP	Meeting reports and actions taken.
CAFB and 28 Subcontracting food banks and CBOs	III. BY SEPTEMBER 2007, FACILITATE, AS REQUESTED BY CAFB AND/OR SUBCONTRACTING FOOD BANKS AND CBOS, THE IDENTIFICATION AND ACQUISITION OF GENERAL AND SPECIALIZED FOOD STAMP PROGRAM INFORMATION AND MATERIALS						

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	A. Through quarterly meetings with CAFB, or as requested, research and obtain existing information and materials that provide Food Stamp Program information and materials for use at local levels.	Requests made by CAFB, appropriate resources identified and provided by the <i>Network</i>	Q1-Q4	Nishio, Acosta	\$40,000	USDA/FFP	Food Stamp Program and related resources identified and provided by the Network to CAFB.
CAFB and 21 Subcontracting food banks and CBOs	IV. BY SEPTEMBER 2007, FACILITATE, AS REQUESTED BY CAFB AND/OR SUBCONTRACTING FOOD BANKS AND CBOs, TRAINING AND/OR TECHNICAL ASSISTANCE FOR THE PROVISION OF PRESCREENING, FOOD STAMP APPLICATION ASSISTANCE SERVICES, AND TRACKING OF APPLICATION OUTCOMES.						
	A. Through quarterly meetings with CAFB, or as requested, research and contract with a call center to provide live assistance to callers of the statewide food stamp outreach toll-free telephone number.	Requests made by CAFB, appropriate resources identified and provided by the Network	Q1-Q4	Nishio, Acosta	\$95,500	USDA/FFP	Food Stamp Program and related resources identified and provided by the Network to CAFB.

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	B. Through quarterly meetings with CAFB, or as requested, develop a food stamp outreach website to complement and accompany the toll-free phone number and provide additional information about and related to the FSP.	Requests made by CAFB, appropriate resources identified and provided by the Network	Q1-Q4	Nishio, Acosta	\$20,000	USDA/FFP	Food Stamp Program and related resources identified and provided by the Network to CAFB.
	C. Through quarterly meetings with CAFB, or as requested, research and obtain prescreening tools and/or sources of technical assistance and customization for providing Food Stamp application support services.	Requests made by CAFB, appropriate resources identified and provided by the Network	Q1-Q4	Nishio, Acosta	\$50,000	USDA/FFP	Food Stamp Program and related resources identified and provided by the Network to CAFB.
CAFB and 28 Subcontracting food banks and CBOs	V. BY SEPTEMBER 2007, FACILITATE, AS REQUESTED BY CAFB AND/OR SUBCONTRACTING FOOD BANKS AND CBOs, CONNECTIONS TO COUNTY LEVEL VITA TAX ASSISTANCE PROGRAMS AND SITES AT OTHER ORGANIZATIONS, PROGRAMS, AND VENUES THAT MAY PROVIDE PARTNERING AND COLLABORATIVE OPPORTUNITIES FOR LOCAL FOOD BANKS AND CBOs TO WIDEN AND DEEPEN THEIR FOOD STAMP OUTREACH ACTIVITIES AND INTERVENTIONS.						

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	A. Through quarterly meetings with CAFB or as requested, research and recommend new or expanded partnering and collaborative opportunities.	Requests made by CAFB, appropriate resources identified and provided by the Network	Q1-Q4	Nishio, Acosta		USDA/FFP	Food Stamp Program and related resources identified and provided by the Network to CAFB.
CAFB and 28 Subcontracting food banks and CBOs	VI. BY SEPTEMBER 2007, FACILITATE AS REQUESTED BY CAFB AND/OR SUBCONTRACTING FOOD BANKS AND CBOs, SUPPORT FOR RESEARCHING, REDUCING, AND REMOVING BARRIERS THAT APPLICANTS AND PARTICIPATING HOUSEHOLDS MAY BE EXPERIENCING WITH THE FOOD STAMP PROGRAM WITH A SPECIAL EMPHASIS ON LOS ANGELES, ORANGE, AND SAN DIEGO COUNTIES.						
	A. Through quarterly meetings with CAFB, or as requested, research and recommend sources of information and assistance for dealing with barriers and food stamp program infrastructure problems at local and state levels.	Requests made by CAFB, appropriate resources identified and provided by the Network	Q1-Q4	Nishio, Acosta		USDA/FFP	Identification of possible solutions to barriers to the Food Stamp Program through consultation with the FANOut Committee and other sources of influence and support.

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CAFB and 28 Subcontracting food banks and CBOs	VII. BY SEPTEMBER 2007, FACILITATE AS REQUESTED BY CAFB AND/OR SUBCONTRACTING FOOD BANKS AND CBOs, PROVIDE LEADERSHIP AND TECHNICAL ASSISTANCE FOR THE DESIGN, DEVELOPMENT, AND IMPLEMENTATION OF FOOD STAMP OUTREACH SPOTS FOR RADIO, TELEVISION, AND PRINT MEDIA (SEE KRA 2 FOR DETAILS).						
	A. Through quarterly meetings with CAFB, or as requested, research and recommend sources of information and assistance for Food Stamp information through the local media.	Requests made by CAFB, appropriate resources identified and provided by the Network		Nishio, Acosta		USDA/FFP	Work with Network's Media and Communications Unit to merge food stamp promotion and outreach funding and identify sources of technical assistance and additional resources to support planned media campaigns and activities

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CAFB and 28 Subcontracting food banks and CBOs	VIII. BY SEPTEMBER 2007, COORDINATE WITH THE NETWORK'S RESEARCH AND EVALUATION UNIT TO DEVELOP AND IMPLEMENT A PROJECT EVALUATION PLAN THAT CAPTURES INFORMATION AND DATA DESCRIBING FOOD STAMP OUTREACH, PARTICIPATION, AND ACCESS IMPROVEMENT INTERVENTIONS FOR COUNTIES IN WHICH A SUBCONTRACTOR HAS OPERATED AND FOR THE PROJECT AS A WHOLE.						
	A. Work with Network's Evaluation Specialist and CAFB to create an evaluation design, plan, and data and information collection mechanism at local and state levels (See KRA 4 for details).	Evaluation Plan, protocol, and sources of data and information		Nishio, Acosta, MkNelly		USDA/FFP	Work with the Network's Research and Evaluation Unit; publish an evaluation report.
Network, CDSS, WRO management and administration	IX. BY DECEMBER 2007, PROVIDE AN ANALYSIS OF CAFB'S INTERIM AND FINAL PROGRESS REPORTS AND ISSUE AN OVERALL PROGRESS REPORT ON THE SUCCESS OF THE GOALS, OBJECTIVES, AND ACTIVITIES ALL KRAS OF THE FFY2007 CFSPAIP.						
	A. Obtain CAFB's Interim Progress Report by 4/15/07 and Final Progress Report by 10/15/07 and provide an analysis of the report.	FPR Analysis	Q1 in FFY2008	Nishio, Acosta, MkNelly		USDA/FFP	Final Progress Report and Analysis of CAFB's FPR and a full report including the project evaluation results and a report on all KRAs in the CFSPAIP.